

MAIN FACS “TIPS & TECHNIQUES”

07/26/2004

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Volume 10, Issue #22

IMPORTANT: This issue contains important operating information for all users of R★STARS and ADPICS. Please distribute promptly.

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MAIN FACS SYSTEM UNAVAILABLE – DATA ARCHIVING (SATURDAY, AUGUST 14, 2004)

Due to data archiving MAIN FACS will be unavailable on Saturday, August 14, 2004. Data will be archived from the following table:

Document Financial Table

Documents that have a zero DOC BALANCE on the Document Record Inquiry screen (S064), at a detail and summary level, will be archived provided no activity has occurred in Fiscal Years 2003 and 2004, and no payments related to the document are outstanding.

System users will no longer be able to view archived documents on the following R★STARS screens:

Vendor Documents Inquiry screen (S059)
Document Record Inquiry screen (S064)

As a result of this archive process, all related transactions on the Accounting Event (AE) table will be moved to the Inactive Accounting Event (INAE) table when the monthly inactivation of AE is performed.

In addition, a report will be generated (DAFRDZAR) which will provide a listing of all archived documents. The report will be available in RMDS and will sort the archived documents by agency and document number.

ADPICS Direct Voucher

Direct voucher data will also be archived for Fiscal Year 2002. Only Direct Voucher data for Fiscal Year 2003 and later will be accessible via FACS ADPICS on-line inquiry screens.

The report DAFRDVCK will be available on the morning of Thursday, August 5, so that agencies can take action on direct vouchers that are open on the Document Financial Table screen (S064).

MAIN FACS ONLINES UNAVAILABLE – DATA ARCHIVING (SATURDAY, AUGUST 21, 2004)

Due to data archiving MAIN FACS will be unavailable on Saturday, August 21, 2004. Data will be archived from the following tables:

Tracking Tables

Documents with a Fiscal Year 2002 or earlier will be archived provided they do not exist on the Accounting Event table, and no payments related to the document are outstanding.

In addition, note pad entries with a Fiscal Year 2002 or earlier will be archived provided that their associated document does not exist on the Document Tracking table.

After archiving, system users will no longer be able to view archived documents on the following R★STARS screens:

Document Tracking Inquiry screen (S037)
Approvals by Document screen (S039)

Archived note pad entries will also be unavailable for viewing within R★STARS.

Other Tables

MAIN FACS will archive data for Fiscal Year 2002 from the following tables:

Allotment
Appropriation
Cash Control
Cash Forecast
Document
General Ledger
Grant
Project
Summary General Ledger

Users will be able to use inquiry screens for Fiscal Years 2003 and 2004 without any visible effects.

If users try to use Fiscal Year 2002 or earlier in the INQ YEAR field on the following inquiry screens, no data will be retrieved:

- Project Transaction Inquiry screen (S056)
- Cash Control Summary Inquiry screen (S057)
- Agency/Fund Summary Inquiry screen (S058)
- Vendor Document Inquiry screen (S059)
- GAAP Basis Authorization Financial Inquiry screen (S060)
- Agency Budget Financial Inquiry screen (S061)
- Appropriation Financial Inquiry screen (S062)
- Cash Control Financial Inquiry screen (S063)
- Document Record Inquiry screen (S064)
- General Ledger Record Inquiry screen (S065)
- Grant Financial Inquiry screen (S066)
- Grant Transaction Inquiry screen (S067)
- Agency/Fund Record Inquiry screen (S069)
- Project Financial Inquiry screen (S080)
- Accounting Event Record Inquiry screen (S084)
- Vendor Transaction Inquiry screen (S085)
- Document Transaction Inquiry screen (S086)
- Summary General Ledger Account Inquiry screen (S089)

INACTIVE ACCOUNTING EVENT TABLE UNAVAILABLE – AUGUST 25-27, 2004

On Wednesday, August 25, 2004, MAIN FACS will start archiving data from the Inactive Accounting Event table for Fiscal Year 2002. **Due to preparation for archiving, users will not be able to inquire on the Inactive Accounting Event table starting that day for approximately a three-day period.**

If users try to access the Inactive Accounting Event table on the following inquiry screens, no data will be retrieved.

- Accounting Event Record Inquiry screen (S084)
- Vendor Transaction Inquiry screen (S085)
- Document Transaction Inquiry screen (S086)

Once the archive process is complete, data for Fiscal Year 2002 and earlier will not be available.